

**Workforce Partnership of Greater RI
Board of Directors Meeting
September 27, 2012
New England Institute of Technology**

Present: Michael Black, Gip Cabral, Diane Cook, Vanessa Cooley, Bob Cooper, Marie DeRoche, Kathleen Grygiel, Paul Harden, Steven Kitchin, Peter Koch, Dorothy Mattiello, Paul Ouellette, Raymond Pingitore, Robin Ann Smith, James White, Paul Wielgus Jay Visnjic

Absent: Joseph DeSantis, Alexis Devine, Cynthia Farrell, Thomas Fay, Carmen Ferguson, Raymond Filippone, Victoria Gaillard Garrick, Karen Jedson, Wendy Kagan, Sharon Lee, Jospeh Oakes, Gail Patry, Betty Pleacher, Scott Seaback, Lauren Slocum, Andrew Tyska, Darrell Waldron

WPGRI Staff: Kara Aniballi, Judith DiGiorgio, Diane Vendetti

DLT Staff: Dan Brown

Welcome

Chair Steven Kitchin called the meeting to order at 8:40am. Chair Kitchin also welcomed a new Board member, Jay Visnjic, to his first Board of Directors meeting

Minutes of June 12, 2012

Chair Kitchen requested the Board review the minutes from June 12, 2012.

Thomas Fay noted that he was in attendance at this meeting but the minutes do not reflect his attendance.

VOTE: Bob Cooper made a motion to accept the minutes as amended with the inclusion of Thomas Fay's name. Peter Koch seconded the motion.

Proposed PY12/FY13 Budget

Vanessa Cooley presented the PY12/FY13 Budget. She reported that there is a new format for the PY12/FY13 Budget based on the recommendation of the Finance Committee.

VOTE: Vanessa Cooley made a motion to approve the PY12/FY13 budget. Peter Koch seconded the motion. The motion passed unanimously.

Policy: PY12-01 Record Retention for WIA Title 1 Programs

Acting Executive Director Diane Vendetti reported per direction from SWIO a formal Record Retention policy has been established. The policy states that WPGRI will follow DLT's procedures for record retention and disposal.

VOTE: Dorothy Mattiello made a motion to approve PY12-01 Record

Retention Policy for WIA Title 1 Programs. Gip Cabral seconded the motion. The motion passed unanimously.

Chairman's Report

Treasurer Resignation

Chair Kitchen reported with regret that Joe DiPina has resigned from the Board due to a promotion within Adams and Associates. Joe DiPina was the Chair of the Finance Committee and the Treasurer of the Board. Chair Kitchen also reported that Lauren Slocum of the Central Rhode Island Chamber of Commerce has agreed to serve as Treasurer pending Board approval and review.

VOTE: Paul Ouellette made a motion to approve Lauren Slocum as Treasurer of Board. Bob Cooper seconded the motion. The motion passed unanimously.

Board Member Resignation

With regret Chair Kitchen read to the Board Betty Pleacher's resignation letter. Chair Kitchen requested a motion to approve her resignation.

VOTE: With regret Lauren Slocum made a motion to accept Betty Pleacher's resignation. With regret Robin Ann Smith seconded the motion. The motion passed unanimously.

WIA Alternative Funding Formula

Chair Kitchen reported that Workforce Solutions of Providence/Cranston petitioned the Governors Workforce Board (GWB) to request that an alternative WIA funding formula based on poverty rate rather than unemployment data be adopted for the State. The GWB reviewed position papers from both Local WIBs and has found no compelling reason to change the funding formula at this time. The GWB's recommendation to the Governor encourages continued collaboration between the two Local WIBs and the possibility of combination of both.

Executive Director Search Update

Chair Kitchen reported the DLT has interviewed candidates and he is meeting with Deputy Director Lisa D'Agostino today to go over the candidates. The next step in this process is the Executive Committee to interview candidates then they vote and recommend who they believe is the best for the position and present it to the Board of Directors.

Executive Director's Report

Acting Executive Director Diane Vendetti explained WPGRI staffing changes as a result of recent layoffs at DLT. Since Kathy Tobin-Henry and Gail DuPont were the two least senior Assistant

Coordinators, they were laid off at the end of July. In addition, Jo-Anne Thibedeau and Helder Videira have been reassigned to WPGRI from the State Workforce Investment Office due to the reduction in WIA State Set-Aside dollars.

Diane informed the Committee that the Pawtucket netWORKri office was officially closed on September 6, 2012. DLT sent notification letters, which contained locations of the other netWORKri centers and bus routes, to more than 8000 customers. That same information is also posted on DLT's website and on the doors of the Pawtucket office. WIA customers were given the option of remaining with the current counselor or transferring to another office location.

Diane then presented the PY11 WIA Performance and Service Levels. For the rolling four quarters ending June 30, 2012, GRI is passing all Adult and Dislocated Worker measures at 80% of the negotiated rate. The average earnings for older youth was the only measure below the 80% threshold.

As part of GRI's contract with DLT to run the One Stop Centers, WIA Service Level targets are established for Core, Intensive, Training and Supportive Services. The final report for PY11 indicates that DLT did not meet the targets for Adult Core and Intensive Services. Diane reported that she believed that this is due in part to the goals being set too high as they were based on prior year levels.

Diane presented a fiscal report showing FY12/PY11 WIA Spending as of June 30, 2012. This reports showed the actual expenditures for the year against the Board approved budget. Spending was on target in all areas.

Diane also advised the Committee that the DLT was awarded a Workforce Innovation Fund Grant. It is a \$2.7 million grant divided over a 3-year period.

Committee Reports

Board Development

Chair of the Board Development, Paul Ouellette, reported WPGRI has receive approval from the Governor for the three members that were submitted, Jay Visnjic, Mark Mancinho and Mark Riolo. He also stated there would be a Board Development Committee meeting tomorrow, Friday, September 28, 2012 to review another Board candidate's resume

Quality Assurance Committee

Chair of the Quality Assurance Committee, Joe Oakes absence, Judy DiGiorgio presented the PY12 monitoring reports of the One-Stops. There were no findings within any of the One-Stops

Strategic Development

Chair of the Strategic Development Committee, Paul Harden,

presented the one page document that the ad-hoc committees from the Strategic Retreat compiled. Paul Harden, Robin Ann Smith, and Diane Vendetti finalized this document. The document shows WPGRI's top 5 Strategic Priorities for 2012/13 and 3 strategies. Paul and Steve Kitchin would like this document incorporated in every Board of Directors meeting packet for review.

Finance Committee

There was no new business to discuss.

Youth Council

Chair of the Youth Council, Gip Cabral, reported the Youth Council approved Scott Seaback as Vice Chair.

New Business

Paul Ouellette and James White stated there will be a Hiring Our Heroes Job Fair on November 9, 2012 from 1:00 p.m. to 4:00 p.m. at the Community College of Rhode Island, 400 East Avenue, Warwick. They will e-mail the Board further information on how to register if Board members are interested in being involved with this event.

Old Business

There was no old business to be discussed.

Adjournment

Chair Kitchin requested a motion to adjourn the meeting at 9:40am.

VOTE: Peter Koch made a motion to adjourn. Paul Ouellette seconded. The motion passed unanimously.

**Respectfully submitted,
Kara Aniballi**